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10 MAY 1983

MEMO TO: Eleanor, O/EXDIR

FROM: Jean, O/D/ODP

SUBJ: Flight Schedule, San Jose, 15-19 May 1983

Sunday, 15 May (connecting flight in Denver)

11:05a - dep. Dulles, United #243
12:50p - arr. Denver

1:45p - dep. Denver, United #415
3:07p - arr. San Jose

- (TAKE TAXI TO HOMESTEAD)

Contact: Dick Bowman, Seminar Manager
(408) 256-0896

Thursday, 19 May

11:30a - IBM Course finishes

11:30a - Pickup to go to Palo Alto.
Lunch, Briefing,

STAT Contact:

(THURSDAY NIGHT, ARRANGE WITH HOMESTEAD FOR TAXI IN A.M. TO AIRPORT.)

Friday, 20 May (direct flight)

- (TAKE TAXI TO AIRPORT)

7:33a - dep. San Jose Airport, TWA #64
4:42p - arr. Dulles

NOTES from Julie Walker, IBM:

- o Dinner on Sunday will be served between 6:00 - 9:00. Informal, no speeches. Just walk in whenever you arrive. You will be seated at round tables as you arrive.
- o They will arrange for billing.
- o There will be 20 people in the class, the other public sector perso will be Governor's Chief of Staff from Boise, Idaho.

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STAT

International Business Machines Corporation

5600 Cottle Road
San Jose, California 95193

April 18, 1983

Julie Walker 897-4387

Mr. C. Briggs
Executive Director of CIA
Central Intelligence Agency
U. S. Government
Washington, District of Columbia 20505

Dear Mr. Briggs:

We are delighted to confirm your enrollment in the Chief Operating Officer Seminar to be held in San Jose, California, May 16-19, 1983. While in San Jose, you will be our guest at the ~~IBM~~ Homestead for lodging and meals. ?

Dinner will be available at the Homestead Sunday evening, May 15, starting at 6:00 p.m.

The agenda will include a brief review of basic computer concepts leading to a discussion of information systems. These subjects are the basis for understanding the management issues discussed throughout the seminar.

A Monday evening dinner at a local restaurant has been planned.

Wednesday evening and Thursday morning will be devoted to the concerns and the role of senior management in a successful information systems environment.

Transportation information has been included for your reference. Airport departures should be planned for Thursday after 1:00 p.m. from San Jose or 1:30 p.m. from the San Francisco Airport.

We look forward to your stay with us and to your participation in our program. Should you have any questions, please contact Dick Bowman, Seminar Manager, at (408) 256-0896.

Sincerely,

R. G. Paige, Manager
Customer Executive Program

/jas
Enclosures

cc: F. R. Keenan, Director
J. Walker, Marketing Representative

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CHIEF OPERATING OFFICER SEMINAR

The seminar has a two-fold purpose: First, to enhance the executive's understanding of data-based information systems, and second, to examine the role of the executive in establishing direction for data processing to assure goal congruency with business objectives. Several techniques to facilitate that role will be reviewed. Additionally, a background in computer concepts will be provided.

- Management Challenges in DP develops the data processing evolutionary pattern and highlights the management and organizational issues to be addressed in the growth of DP and the effect on the organization.

- Evolution of Data Processing Technology/Processors and Languages reviews the technological evolution, its impact on data processing capabilities and price/performance. It also provides an overview of computer functions, programming principles, and programming languages.

- Storage Systems examines card, tape, disk, and mass storage media comparing their processing characteristics, economics, and future trends.

- System Control Programs explains the role of system software in managing the resources of today's complex computing system.

- Information Systems Perspective presents the role, obstacles, and need for interrelated information systems to help executives manage resources.

- Data Base Concepts develops the concepts, the impact on the organization, and identifies the critical role for the executives in achieving success.

- Data Communication Concepts explores the use of communication systems for collecting and retrieving data in an information systems environment.

- Distributed Data Processing Concepts presents the advantages and disadvantages of centralized, decentralized, and distributed approaches.

- On-Line Classroom/Executive Presentation System provides an experience in the value of information systems.

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- Information Systems Planning represents a structured top-down approach that assures congruence of DP activities in support of the long-range business plan.

- Managing Information Systems Applications Development describes the role of the executive in successful implementation of a major I/S system.

- Information Center Concept describes an easy-to-use DP capability that enables end users to selectively satisfy their information needs.

- Office Systems identifies the issues related to and the potential benefits of office systems technology. A manager's use of the professional office system will be shown.

- Data Security presents the issues related to the protection, accuracy, and control of data.

- Senior Management Concerns addresses overall effectiveness of the DP function, DP budgets, and other related topics as specified by the attendees.

- Information Systems Organization and Personnel presents organization and personnel issues including DP organization and reporting, data base administration, steering committee, and related issues.

- Management Responsibilities emphasizes the requirements of top executive direction to make effective use of the DP resource.

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IBM SAN JOSE EDUCATION CENTER

TRANSPORTATION INFORMATION

FROM THE SAN FRANCISCO AIRPORT:

San Francisco International Airport is serviced by all major airlines. The following services are available for the 55 mile trip to the IBM Homestead:

Limousine Service:

Arrangements should be made through your local travel agent or the airlines. Approximate cost is $21 for sharing and $55 for individual limo service.

Car Rentals:

Avis, Hertz and National rental cars may be turned in at the IBM Homestead desk.

Taxi Service:

The approximate cost is $80 (one to five people).

FROM THE SAN JOSE AIRPORT:

San Jose Airport is serviced by most major airlines. The following services are available for the 13 mile trip to the IBM Homestead:

Limousine Service:

Arrangements should be made through your local travel agent or the airlines. Approximate cost is $17 for sharing and $35 for individual limo service.

Car Rentals:

Avis, Hertz and National rental cars may be turned in at the IBM Homestead desk.

Taxi Service:

The approximate cost is $17 (one to five people).

Above rates subject to change without notice --- 8/81

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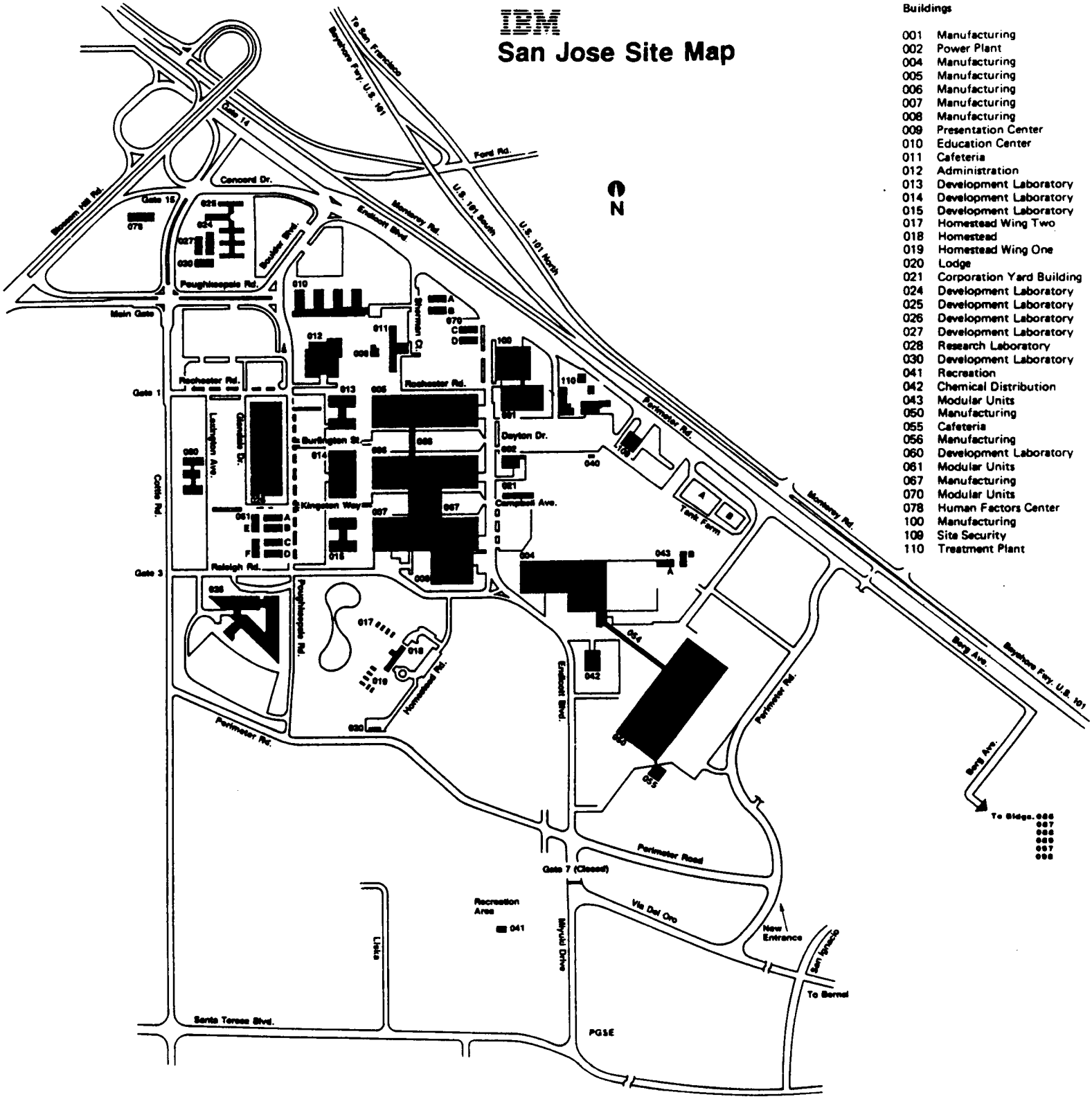
IBM San Jose Site Map



Buildings

001	Manufacturing
002	Power Plant
004	Manufacturing
005	Manufacturing
006	Manufacturing
007	Manufacturing
008	Manufacturing
009	Presentation Center
010	Education Center
011	Cafeteria
012	Administration
013	Development Laboratory
014	Development Laboratory
015	Development Laboratory
017	Homestead Wing Two
018	Homestead
019	Homestead Wing One
020	Lodge
021	Corporation Yard Building
024	Development Laboratory
025	Development Laboratory
026	Development Laboratory
027	Development Laboratory
028	Research Laboratory
030	Development Laboratory
041	Recreation
042	Chemical Distribution
043	Modular Units
050	Manufacturing
055	Cafeteria
056	Manufacturing
060	Development Laboratory
061	Modular Units
067	Manufacturing
070	Modular Units
078	Human Factors Center
100	Manufacturing
109	Site Security
110	Treatment Plant

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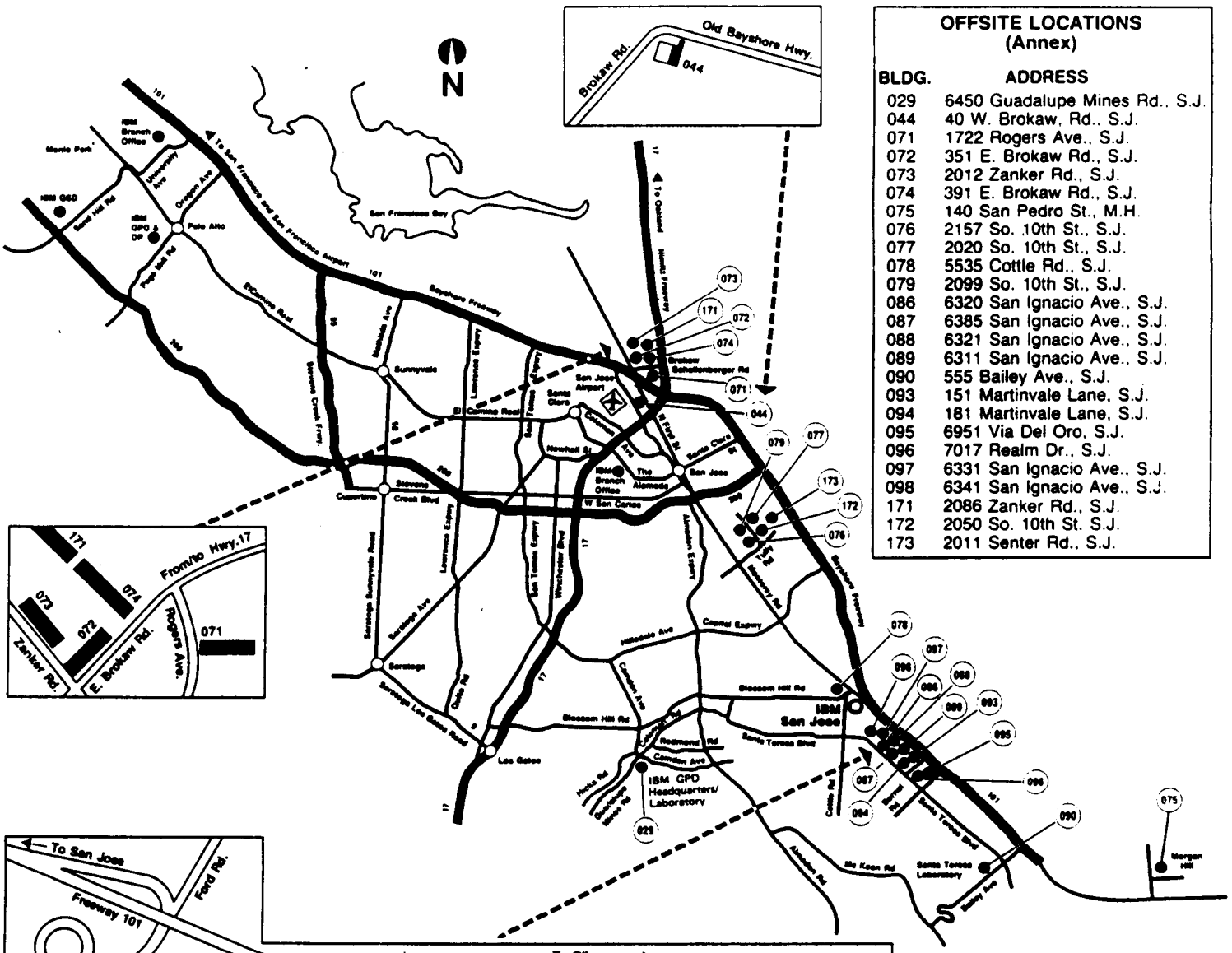
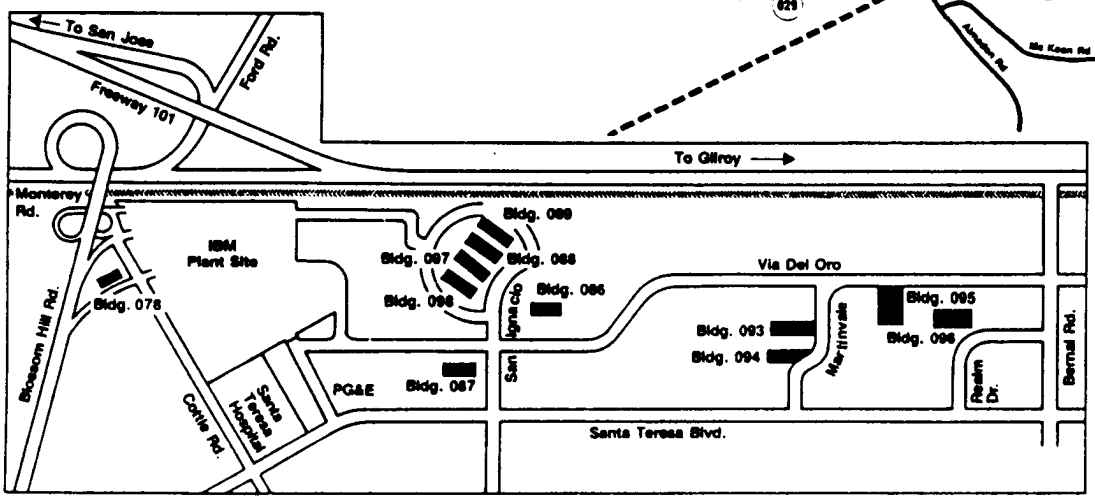


OFFSITE LOCATIONS (Annex)	
BLDG.	ADDRESS
029	6450 Guadalupe Mines Rd., S.J.
044	40 W. Brokaw, Rd., S.J.
071	1722 Rogers Ave., S.J.
072	351 E. Brokaw Rd., S.J.
073	2012 Zanker Rd., S.J.
074	391 E. Brokaw Rd., S.J.
075	140 San Pedro St., M.H.
076	2157 So. 10th St., S.J.
077	2020 So. 10th St., S.J.
078	5535 Cottle Rd., S.J.
079	2099 So. 10th St., S.J.
086	6320 San Ignacio Ave., S.J.
087	6385 San Ignacio Ave., S.J.
088	6321 San Ignacio Ave., S.J.
089	6311 San Ignacio Ave., S.J.
090	555 Bailey Ave., S.J.
093	151 Martinvale Lane, S.J.
094	181 Martinvale Lane, S.J.
095	6951 Via Del Oro, S.J.
096	7017 Realm Dr., S.J.
097	6331 San Ignacio Ave., S.J.
098	6341 San Ignacio Ave., S.J.
171	2086 Zanker Rd., S.J.
172	2050 So. 10th St. S.J.
173	2011 Senter Rd., S.J.



Area Map

IBM Internal Use Only

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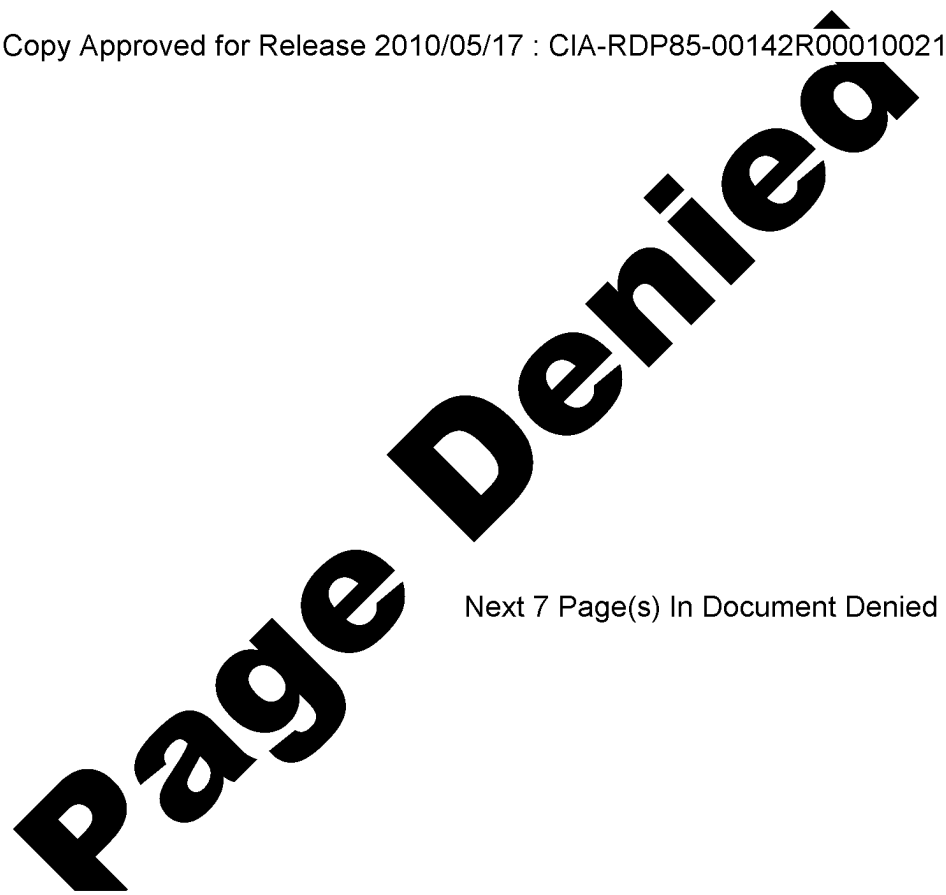

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